

# **State Rehabilitation Council**

## **Executive Meeting**

### **DHS/Office of Rehabilitation Services**

**October 20, 2004**

#### **Minutes**

**Present from State Rehabilitation Council: William Anderson, Joseph Ferreira, J. David Sienko**

**Present from Agency staff: Stephen Brunero, Gary Wier**

**1. Call to Order: The meeting came to order at 4 PM.**

**B. Anderson: informed the members that P. Choquette had resigned his position on the Council due to time constraints. His letter of resignation would be sent to the Governor's office by staff. This leaves the Council without a Chair for the Legislative/Advocacy subcommittee and it will need to be addressed at the November 15th, meeting. Also, there is a new representative from RIPIN, Susan Donovan who will be attending the meeting.**

**Sub-committee structure: There will be a short meeting of all subcommittees to elect a vice chair and set their schedules for 2005.**

**This information will be directed to staff for notation in council minutes.**

**The Agenda for the Annual meeting:**

**Old Business**

**Review and approval of Minutes from October 4, 2004 meeting**

**New Business:**

**Chairperson's Report**

- Report on Membership changes.**
- Sub-Committee's status (There will be a short meeting (10 minutes) of all sub-committees to elect a Chair, Vice chair and finalize 2005 schedules. (this information will be directed to staff for notation in the Council minutes)**
- Members voting status**
- Vote on By-laws changes to thirty (30) day time frame between nomination of officers and Council elections.**

**Discussion on members voting status**

**J. Ferreira: asked what the status is for the members who will be waiting for reappointment letters.**

**N. Baker: reported that according to the Governor's office members who are seated waiting for reappointment can vote.**

**B. Anderson: agreed saying the practise for most other councils is if an appointment is up the members contiunes unless there has been a break in the appointment. However this came up last March and further clarification is needed.**

**J. Ferreira: stated that he and the others waiting for reappointment would be invisable not having a say in votes on motions and this was unjust.**

**B. Anderson: The concern seems to be that you are not technically on the council until you receive your letter of reappointment. Clarification from the Appointments office of the Governor is needed. We need to address the question of voting. I would open it up to R. Carroll to get clarification. Can S. Brunero let him know?**

**S. Brunero: said that would not be a problem.**

**Noted: N. Baker would also contact the Municipal Affairs and Appointments office and get some clarification for the Council.**

**B. Anderson: the Nominating Committee needs to report next on the agenda. That would consist of a vote to send appointments and reappointments to the Governor and the vote on a slate of officers.**

**Noted: N. Baker will have the appointment letter ready to go and**

**distribute a copy of it to all members to assure contact information is correct.**

**B. Anderson: we need to set a possible schedule for next years meetings. We projected that having more meetings would get more work done. But in reality this has not happened. The real work needs to occur in the subcommittees.**

**D. Sienko: part of the restructuring a year ago was to do in part to allow the subcommittees to have time to work at some of the meetings. This would give them a chance to confer with each other. The agenda's have not allowed this. It seems to be a time restriction.**

**B. Anderson: agreed and added that we are not getting enough people at the meetings for the subcommittees. My inclination is to go back to the four (4) meetings a year.**

**G. Wier: agreed that it made sense to just have the four (4) meetings. The full council meetings take time away from the subcommittee time.**

**B. Anderson: Whoever the next Chair is needs to focus the Council's efforts back to the subcommittees. The subcommittees need to focus and prepare schedules for N. Baker to post.**

**D. Sienko: as I recall the main reason is for more meetings was we wanted the subcommittee chairs to talk about what was going on in**

their committees at the Full Council meetings. Additionally, we wanted to do some training, and work with other co-committees, and other systems we need to be looking at. We might need to hold a harder line on the subcommittee chairs. I think the leadership subcommittee has been great.

B. Anderson: asked what the Leadership thought about having four meetings a year for the Full Council.

D. Sienko: said the State Transition Council meets five (5) times starting in October.

A discussion took place and the Executive Committee and ORS Administrators worked out a 2005 SRC schedual for presentation to the Full Council for their input at the Annual Meeting.

## **Executive Meetings**

**Day: Wednesdays**

**Time: 4:15 – 6 PM**

**Location: Office of Rehabilitation Services**

**40 Fountain Street**

**Providence, RI 02903**

**5th floor conference Rm.**

**September 14**

**November 2**

**January 5**

**March 2**

**June 1**

**Full Council Meetings**

**Day: Mondays**

**Time: 4 – 6 PM**

**Location: RI Department of Labor and Training**

**Center General Complex**

**1511 Pontiac Avenue**

**Cranston, RI 02920**

**Building 73 - Main conference Rm.**

**September 19**

**November 7**

**January 10**

**March 7**

**June (TBD) – contingent on date of Public Hearing of ORS Annual update to the State Plan typically slated for the first week of June.**

**Other agenda items:**

- . Administrator Report – R. Carroll**
- . SRC 2005 Schedule – B. Anderson**
- . Discussion and vote on the 2005 SRC schedule**
- . Annual SRC Report - Discussion and reminder for deadlines for the sub-committee reports. (due to time constraints, all sub-committees and cooperative committees are to direct their reports to staff for notation in the Council minutes)**

**5. Adjournment: the meeting adjourned at 6:20 pm**

**Respectfully submitted,**

**Nancy Baker, Staff**

**State Rehabilitation Council**